

Carver Massachusetts

Town Buildings Study Committee Minutes

3/18/2013

Members Present: Roger Shores, Dan Ryan, Paul Duff
Also Present: None
Absent: Steve Pratt
Meeting Start: 7:05 p.m.
Meeting End: 9:00 p.m.

Agenda

I. Committee Logistics

- a. Call meeting to order
 - i. Dan Ryan called the meeting to order at 7:05 p.m.
 - c. Meeting Minutes and Approval
 - i. Dan Ryan emailed the minutes from 3/17/2011, 3/31/2011, 4/9/2011 and 4/28/2011 from past meetings for review and approval at this meeting. Dan Ryan will continue to email minutes from past meetings for review and approval at a future meeting. The TBSC had not met since 6/6/2011, thus there were outstanding minutes to be reviewed and approved.
- **Motion Made:** Paul Duff motion to approve the minutes of 3/4/2013– seconded by Roger Shores
 - No discussion, Passed Unanimously
 - **Motion Made:** Paul Duff motion to approve the minutes of 3/17/2011– seconded by Roger Shores
 - No discussion, Passed Unanimously
 - **Motion Made:** Roger Shores motion to approve the minutes of 3/31/2011– seconded by Paul Duff
 - No discussion, Passed Unanimously
 - **Motion Made:** Paul Duff motion to approve the minutes of 4/9/2011– seconded by Roger Shores
 - No discussion, Passed Unanimously
 - **Motion Made:** Paul Duff motion to approve the minutes of 4/28/2011– seconded by Roger Shores
 - No discussion, Passed Unanimously
 - Note that there was not a meeting held on 4/28/2011 due to lack of a quorum.

II. Capture Notes and Discussions

- a. Activities and Events Since Last TBSC Meeting
 - i. Several of the funding mechanisms that existed in 2011 are no longer available. There may be other options available. The TBSC will update the funding options in their report.
- b. Role of TBSC
 - i. The TBSC needs to clarify role and scope with the Selectmen.

- ii. The TBSC needs to continue to focus support for the new Fire and Police buildings and make sure money is allocated each year.
- iii. Could the TBSC bring in a consultant to assist with building planning?
- c. Status of TBSC Report
 - i. The Fire Station was originally recommended to start in 2014 based on the build of the Capital Stabilization Fund. One option to analyze is utilizing the Wrap-Around Borrow as a mechanism to reduce the yearly bond cost for the Fire Station. In 2011, the estimated cost was \$9 million with a \$600,000 per year debt for 30 years.
 - 1. Are there any grants that have opened up for the Fire Station or the Police Station?
 - 2. Are there model stations that could save money in architecture and design fees?
 - 3. Have Steve work up the financials for review.
 - ii. A Wrap-Around makes more sense to use toward the Fire Department Building now because we can make best use of it before it is no longer an option.
 - iii. Note that the town purchased land for the Police Station next to the Library.
 - iv. Note that the TBSC created a recommendation and plans for all 3 departments to move forward together. It shouldn't matter if the Fire Station starts first.
 - v. Could the town do an override to fund Capital Stabilization?
 - vi. If the town reduces CPA, that should be used for the school building. Or could this money be used for the Capital Stabilization Fund?
 - vii. Is there a municipal planner or public facilities consultant availability to survey Carver's building needs and provide recommendations?
 - viii. Members should review the Town's Master Plan. Where is it located?
 - ix. We should get the site survey for the High School. Maybe the architect has records. Maybe Randy Webster knows the original plan.

III. Planning

- a. Meetings with Town Boards/Officials
 - i. The TBSC needs to plan a meeting with the Board of Selectmen to clarify scope and goals for the next several months.
 - ii. The TBSC needs to plan articles for the next Special Town Meeting.

IV. Action Items

- Dan Ryan to continue to redistribute previous meeting minutes for review and approval at a future meeting.

V. Next Meeting & Draft Agenda

- a. Next Meeting will be Monday April 1st at 7:00 p.m.
- b. Next Meeting Agenda

I. Committee Logistics

- a. Call Meeting to Order
- b. Meeting Minutes and Approval

II. Capture Notes and Discussions

- a. Activities and Events
- b. Roles and Responsibilities of the TBSC
- c. General discussion and planning
- d. TBSC Report

III. Planning

- a. Meetings with Town Boards and Officials
- b. Other

IV. Action Items

V. Next Meeting & Draft Agenda

- Motion Made: Roger Shores made motion to adjourn, seconded by Paul Duff
- No discussion,
- Passed Unanimously

Next Planned Meetings: [Monday, April 1, 2013](#)

Respectfully submitted by: [Dan Ryan](#)

Minutes approved by Committee on [Monday, April 1, 2013](#)